



## **A Guideline for LIA Presidential Awards**

### **1. PURPOSE**

To outline the principles, criteria and nomination form that will be used in the nomination and selection of members for the LIA Presidential awards.

### **2. DEFINITIONS**

**Member:** Natural person, who is registered as a member of the LIA and is in good standing.

**A member in Good Standing: For the purposes of this Guideline,** a member in good standing is a member of who has fully satisfied his/her membership obligations as at the 30<sup>th</sup> June at an **Ordinary Level**, in line with the rules and regulations of the LIA.

**Membership obligations:** Membership obligations include payment of membership fees, filing of the required CPD hours and declaration of the Ethical position as well as any other obligations that may be promulgated by the Council from time to time.

**Presidential Awards:** Awards open to all members across all categories, to recognise outstanding performance and exceptional service to the profession, provided they meet the prescribed nomination and selection criteria.

### **3. BACKGROUND**

In 2008, the LIA Council approved Presidential Awards ceremony which takes place at the time of the Council inauguration. The purpose of the awards is to recognise outstanding performing members as either serving the profession or public service locally, regionally and internationally.

### **4. GENERAL PRINCIPLES**

- The Presidential awards ceremony should take place concurrently with the LIA Council inauguration ceremony.
- A Presidential awards nomination form should be sent to all members together with the notice requesting nominations for Council.
- The Presidential Awards nomination forms should be received by the Secretariat on a date selected for receipt of nominations for the LIA Council.
- LIA shall distribute a list of all members together with the Presidential Awards nomination form for members to nominate their choice of members who meet the criteria set out.
- Section 6 of the Guidelines outline the Presidential Awards nomination and selection criteria.
- Any member, irrespective of membership category may be nominated for the Presidential Awards.
- Any member may nominate a candidate for the awards regardless of the differences in their membership categories.
- The full names and addresses of the nominees should be written clearly on the provided space of the nomination form.
- Scrutiny of the Presidential awards nominations should take place on the same day and time of scrutiny of nominees for Council.
- The Presidential Awards scrutiny exercise should be conducted by the same Scrutineering Committee responsible for the scrutiny of the Council nominations.

### **5. NOMINATION GUIDELINES**

#### **5.1 Request for nominations**

- The Request of nominations shall be made before the AGM in writing to all members and shall also be displayed on the website.
- Nominations shall be made through the prescribed form, copy of which will be sent with request for nominations, and also available on the website.

- Only members in good standing shall be nominated for presidential awards.
- In the same manner, only members in good standing shall be allowed to make nominations, and no person shall be allowed to make more than 1 nomination to one person and no person shall be allowed to make more than 3 nominations for different persons.
- Nominations shall be sent to LIA offices no later than 4 weeks before the next AGM at 16:00 hrs on that date (which shall be specified on the requests for nominations), and the date shall not fall on Saturday, Sunday or a public holiday.

## **6. NOMINATION AND SELECTION CRITERIA**

The criteria that should be used in the nominations and selection processes is tabled below:

| <b>No.</b> | <b>Minimum Requirements</b>        | <b>Bronze</b>         | <b>Silver</b>      | <b>Gold</b>                                      | <b>Platinum</b>                                       |
|------------|------------------------------------|-----------------------|--------------------|--------------------------------------------------|-------------------------------------------------------|
| <b>1</b>   | <b>Minimum level of Membership</b> | Technician Accountant | General Accountant | Chartered Accountant                             | Chartered Accountant                                  |
| <b>2</b>   | <b>Number of years as Member</b>   | 3 years               | 5 years            | 7 years                                          | 10 years                                              |
| <b>3</b>   | <b>LIA Office held</b>             | Committee Member      | Committee Member   | Committee Chairperson                            | LIA President                                         |
| <b>4</b>   | <b>Service to LIA</b>              | Committee Member      | Committee Member   | Committee Member                                 | Committee Member                                      |
| <b>5</b>   | <b>Service to the nation</b>       |                       |                    | Leadership in charity/national committees/boards | Leadership in charity/national committees/boards      |
| <b>6</b>   | <b>International Service</b>       |                       |                    |                                                  | Committee member of an international organisation (s) |
| <b>7</b>   | <b>Publications/Presentations</b>  | 2                     | 5                  | 7                                                | 10                                                    |

### **6.1 Scrutiny of nominations**

- The Secretariat shall identify and propose the names of members in good standing to serve on the Scrutineering Committee, for consideration by the Council.
- The Council shall review and approve the proposed members of the Scrutineering Committee.
- The names of proposed scrutineers shall also be mentioned in the request for nominations, and members may raise issues against the names which the Council shall consider, and appoint the strength of issues, the Council shall appoint or otherwise the proposed names.
- In the event that there is conflict of interest between the nominees and any of the scrutineers, the scrutineer will excuse himself/herself from the committee.
- The Scrutineering Committee shall assess whether each nominee meets the prescribed nomination requirements. The Committee shall also evaluate the sufficiency and strength of the supporting evidence submitted for each nomination and make recommendations to the Council for its consideration.

### **6.2 Publications of nominations**

The names of nominated persons will be sent to membership and published in the website for at least a period of 2 weeks, and should no negative concerns (with evidence) be raised, the Council shall pass the nominations to the President. The names of nominees shall also be publicized in the AGM.

### **6.3 Presentation of awards**

The Awards Presentations shall be made in the inaugural dinner or such event or occasion where the inauguration of President is made.

### **6.4 Legality of process**

- The nomination procedures and nominations criteria shall form part of the bye-laws and rules of the Institute and shall be binding on all organs of the Institute, and shall only be amended by ordinary resolution of the AGM or extra- ordinary meeting of members, after notice period necessary for ordinary resolutions.



## NOMINATION FORM FOR PRESIDENTIAL AWARDS

I, the undersigned, registered as..... hereby  
nominate ..... (**First name and surname**),  
who is registered as ..... (**Membership category**),  
as a nominee for Presidential awards in the category of;

**Platinum Award**

☐

**Gold Award**

☐

**Silver Award**

☐

**Bronze Award**

☐

(Tick the appropriate box)

and motivate for his or her nomination as follows:

### Reasons for nomination

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The following is brief curriculum vitae of the nominee in relation to his/her

professional service, national, and regional and international service, and

professional ethics:

**Professional Service of the nominee**

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**National, and regional and international service of the nominee**

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**Professional ethics motivation of the nominee (Optional)**

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Signature (**Nominator**).....

First Names and Surname: .....

Membership Category: .....

Membership no: .....

Postal Address: .....

Tel no.: ..... Cell no.: .....

Fax no.: ..... E-mail: .....

**NOMINATOR SECONDED BY:**

Signature .....

First Names and Surname: .....

Membership Category: .....

Membership no: .....

Postal Address: .....

Tel no.: ..... Cell no.: .....

Fax no.: ..... E-mail: .....

**DECLARATION BY NOMINEE**

I, ..... the undersigned, hereby declare as follows:

a) I consent to my nomination as a candidate for Presidential Awards.

b) My contact details are:

Postal address:

.....  
.....

Tel no.: ..... Cell no.: .....

Fax no.: ..... E-mail: .....

c) Gender:.....

d) Race: .....

.....  
**Signature**

.....  
**Date**